



St. Stephen's
EPISCOPAL CHURCH
RICHMOND, VIRGINIA

A community of hospitality, healing, and hope, sharing the love of Christ.

2026 Outreach Grant Application Process

St. Stephen's Episcopal Church evaluates grant requests from a variety of organizations, with special attention given to those serving individuals and communities of the marginalized, weak and vulnerable. Our local outreach has many components, but a primary focus is on organizations and efforts in the East End of the City of Richmond. We seek to support institutions which have a spiritual component as well as those in which St. Stephen's parishioners are, or can become, involved.

Timeline

JANUARY 15	Grant applications sent to organizations/agencies
FEBRUARY 13	Deadline for applications to be returned
MARCH 1	Consideration, including site visits, begins
JUNE	Grant approvals issued, recipients notified
SUBMISSION INSTRUCTIONS	Complete the application and send it, with any applicable documents and materials, by February 13, 2026 to

Electronic submissions (PDFs only):
outreach@ststephensRVA.org

Mailed or delivered submissions:
Jennifer Bousquet, Director of Outreach and Engagement
St. Stephen's Episcopal Church
6000 Grove Avenue
Richmond, Virginia 23226

St. Stephen's Church Outreach Grant Application

DATE _____

Organization/Agency

ORGANIZATION
NAME
ADDRESS
CITY, STATE, ZIP
AREA CODE/PHONE
WEBSITE URL

Contact Person

CONTACT NAME
TITLE
AREA CODE/PHONE
EMAIL ADDRESS

Request

AMOUNT \$ _____

Provide a brief, clear description of the project, including how much money has been raised to date for this fiscal year, what are other sources of funding, and how requested funds will be used.

About your organization

Briefly describe your organization, including its purpose, its accomplishments, and any future plans. (A current brochure, if comprehensive, is acceptable.)

Enclose your most recent balance sheet and operating statement showing where the organization derives support and endowments, if any, and your most recent audited financial statement. Use the space below to add comments if desired.

Enclose copies of IRS forms certifying that the organization is:

1. exempt from federal income tax payment under section 501 c (3)
2. not classified as a private foundation as defined in Section 509 (a) of the Internal Revenue Code; or
3. If your IRS forms are already on file with the church, state that the organization's status is unchanged from the previous year:

Enclose a list of names and affiliates of the organization's trustees, directors or advisors, or list them below.

Please list any St. Stephen's Church parishioners who are affiliated with your organization (members; directors; advisors; volunteers; staff, etc.)

Have you applied for and/or received funds from any group at St. Stephen's during the last two years? If so, list group/s and amounts below. ☐ Yes ☐ No

Any additional remarks about your organization/agency?

Submitted on behalf of the above listed organization/agency by:

SIGNATURE _____
NAME (PRINT) _____
TITLE _____
DATE _____